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| **OFFICER/FULL AUTHORITY(Job Id 42486)** | | | | | | |  | | |
| Post Date | **12/06/2018** | Close Date | **12/20/2018** |  |  |  |  |  |  |
| Category | **PROTECTIVE SERV/LAW ENFORCEMENT/SECURITY** | Grade |  |  |  |  |  |  |  |
| Location | **VARIOUS/STATEWIDE** | Salary | **38,029.55-52,328.23** |  |  |  |  |  |  |
| **Description** | | | | | | |  | | |
|  | **ARIZONA DEPARTMENT OF TRANSPORTATION (ADOT)**  *Driving the future of transportation with a diverse and innovative team*    All Arizona state employees operate within the Arizona Management System (AMS), an intentional, results-driven approach for doing the work of state government whereby every employee reflects on performance, reduces waste, and commits to continuous improvement with sustainable progress. Through AMS, every state employee seeks to understand customer needs, identify problems, improve processes, and measure results. State employees are highly engaged, collaborative and embrace a culture of public service.    To learn more about the ADOT team [CLICK HERE](https://www.azdot.gov)        **Officer/Full Authority**    **LOCATION**    **Enforcement and Compliance Division**  Statewide Positions    **JOB SUMMARY**    The Full Authority Officer will interpret and communicate the provisions of state and federal motor vehicle codes, pertaining to registration, operator licensing, tax credentials, financial responsibility, size/weight and vehicle safety requirements applicable to Port Operations and Field Enforcement.  To examine documents, issue permits, calculate, collect and account for appropriate fees and taxes.  To regulate domestic and foreign based vehicle traffic entering and exiling the State. To inspect vehicles, dealers and salvage yard operators and to perform appropriate enforcement related activities within a defined geographic area. To perform specific generalist functions conferred to ECD by interagency and intergovernmental agreements with various Arizona State, Federal and local agencies and bordering states. May be required to function in more than one program area.    Incumbent may be assigned to any one of numerous work sites statewide. Overtime and overnight travel may be required. Incumbent will be assigned to one of three shifts and may be rotated, as necessary. Incumbent will also successfully meet all AZ Post Certification Requirements. A background check is required. A psychological test may be required.    ***Essential Duties and Responsibilities include but are not limited to:***           Perform the examination o f documents and inspection of domestic and foreign based vehicle traffic entering and exiting the State for the compliance with state and federal vehicle registration, operator licensing. tax credential, financial responsibility, size and weight and safety requirements           Perform inspections, including CVSA Level I inspections and investigate alleged vehicle registration compliance violations           Take appropriate enforcement  action  as authorize d by state and federal motor vehicle and operator laws. rules and regulations, including  the   wearing  and  use,   as  required,  of weapons.  WATCH A VIDEO ABOUT ADOT-ECD: [CLICK HERE](https://www.youtube.com/watch?v=CP4Ui3L-Os0)    **KNOWLEDGE, SKILLS, AND ABILITIES**    *Knowledge of*   * Pertinent state and federal motor vehicle laws, rules and regulations * Law enforcement practices and procedures * Manufacturer's vehicle serial numbers, confidential codes and their location * Generalist functions specified In interagency and Intergovernmental agreements * Activity reporting and accounting procedures established for the work system * intelligent transportation  systems (ITS) and related equipment * Principles of cash accounting * Principles of report writing     *Skills in*   * Interpreting relevant state and federal transportation/motor vehicle laws, rules and regulations * Eliciting factual information and drawing valid conclusions * Establishing and maintaining effective relationships with staff members and the public * Operating permanent or portable scales and other related equipment * Use of firearms * Conducting Level 1 Inspections * Determining VIN certifications * Computer usage * Verbal and written communication * Cash accounting     *Ability to*           Bend, stoop, and stretch as necessary to access and inspect vehicle components, and perform related safety checks           Successfully interact with a variety of people           Resolve technical problems           Develop reports           Effectively communicate  verbally and in writing           Obtain/maintain CVSA Certified Level 1 Inspector           To successfully obtain/maintain firearms certification    **PREFERRED REQUIREMENTS**    ***The ideal candidate for this position will have:***  Knowledge of motor vehicle laws, rules and regulations, computer skills, report writing skills, and basic money handling experience.    **PRE-EMPLOYMENT REQUIREMENTS**  Arizona Peace Officer Standards and Training Board (AZPOST) Certified and Weapons certified In accordance with AZ P.O.S.T. standards    This position requires possession of a valid Arizona Class D Driver License.  Candidates for this position must complete and sign PART 1 and PART 2 of the State of Arizona Application for Employment at the time of interview, which will allow ADOT to obtain the candidate's motor vehicle record (MVR).  The most recent 39-month period shown on the MVR will be reviewed in accordance with A.A.C. R2-10-207.12 (H) and (I).  The review must show an acceptable driving record prior to any offer of employment being made by ADOT.  Employment is contingent upon an acceptable MVR.  **BENEFITS**    *The State of Arizona provides an excellent comprehensive benefits package including:*           Affordable medical, dental, life, and short-term disability insurance plans           Top-ranked retirement and long-term disability plans           10 paid holidays per year           Vacation time accrued at 4.00 hours bi-weekly for the first 3 years           Sick  time accrued at 3.70 hours bi-weekly           Deferred compensation plan           Wellness plans  Please visit <http://www.azdot.gov/Inside_ADOT/HR/Employment.asp> to learn more about benefits given to ADOT employees. | | |  |  |  |  |  |  |